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FORM NO 9-64

Approved For Release 2001/04/10 : CIA-RDP80-01246A000200110031-52 DDI - OFFICE OF RESEARCH AND REPORTS PAGES 330 DELETIONS ORGANIZATIONAL UNIT POSITION CONTROL OCCUPATIONAL CODE REMARKS ORGANIZATIONAL UNIT POSITION CONTROL
AND NUMBER DEPARTMENTAL OFFICE OF THE ASSISTANT DIRECTOR
ADMINISTRATIVE STAFF Same as DELETION side Adr. Assistant 08-09 1613 (1) SP Adm Assistant 08-0341.02-09 1613 (1) des c 0441150 25X9A2 Per memorandum request from Chief, Administrative Staff, O/DD/I, dated 25 March 1965. Current Ceiling 30 22 STAFFING COMPLEMENT TOTALS APPROVAL THE CHANGES LISTED ABOVE ARE HEREBY APPROVED. PLEASE MAKE CHANGES ON OFFICE RECORDS AS NECESSARY Chief, Salary and Wage Division 25X1A9a No change in totals as of 26 March 1965. STAFFING COMPLEMENT CHANGE AUTHORIZATION 25X1A

Approved For Release 2001/04/10 : CIA-RDP80-01240A000200110031-5

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8 MAR 1965

MEMORANDUM FOR : Chief, Administrative Staff, Office of the DD/I

SUBJECT : Redesignation of Support Positions

REFERENCE : Memo dtd 15 Nov 64 to ExDir-Compt and Dep Directors

in DDCI, subj: Staffing Support Positions

1. Agreement has been reached in accordance with the provisions in reference to change the service designation of the following positions in DD/I as indicated:

s. To S (Support)

	-			
		O/DD/I/Admin Stf	Admin Off	08-15 08-12
		0/DD/I/Admin Stf	Admin Off	
		OCI/Admin Stf	Admin Off (Ch)	08-13
		OCI/Admin Stf	Admin Off (DCh)	66-12
		00/CD/Admin Stf	Admin Off	GS-13
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		00/	Admin Asst	08-11
		90/	Admin Asst	08-09
		60/	Admin Asst	08-09
		00/	Admin Off (Ch)	GS-14
		MPIC/Support Stf	Admin Off (Ch)	08-12
		CG6/O/Chief		QS-11
		OBI/O/Asst Dir	Admin Off (Ch)	08-09
		OBI/O/Asst Dir	Admin Asst	
		OCR/O/Asst Dir	Admin Off (Ch)	0 5-14
		OCR/Admin Stf	Adm Ser Off	08-12
		OCR/Admin Stf	Adm Ber Asst	GS- 09
		OME/O/Asst Dir	Admin Off	GS-12
		ORR/Admin Stf	Admin Off (Ch)	GS-15
		ORE/Admin Stf	Admin Off (DCh)	GS-14

FOIAb3b1 Budget Off (Ch) G8-13 BFIC/BAF BAF Off (Ch) G8-12 BFIC/BAF BUDGET Asst G8-09 GCR/Admin Stf Budget Off G8-11 CCR/Admin Stf Budget Off G8-13 CCR/Admin Stf Budget Off G8-13 CCR/Admin Stf Finance Asst G8-09 GCR/Budget Budget Admin Off G8-12 GCR/Budget Budget Asst G8-09 CCR/Budget Budget Asst G8-09 CCR/Budget Admin Asst G8-09 CCR/Budget Admin Asst G8-09 CCR/Admin Stf Contract Sup Asst G8-09 GCR/Admin Stf Personnel Off G8-11 GCR/Admin Stf Personnel Off G8-12 GCR/Admin Stf Personnel Off G8-12 CCR/Admin Stf Personnel Off G8-12 CCR/Admin Stf Fersonnel Off G8-12 CCR/Admin Stf Trng Off (Ch) G8-13 GCR/Admin Stf Trng Off C8-12 CRE/Support Stf Trng Off Ch) G8-13 GCR/Admin Stf Trng Off Ch) G8-12 CRE/Admin Stf Trng Off Ch) G8-13 GCR/Admin Stf Trng Off Ch) G8-12 CRE/Admin Stf Trng Off Ch) G8-13 GCR/Admin Stf Trng Off Ch) GCR/Admin Stf Trng Off Ch)		b.	To SF (Finance)	War and a state of	
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c. To SL (Logistics) EPIC/Log Adm Ser Off GS-12 EPIC/Log Contract Sup Asst GS-09 d. To EP (Personnel) GCR/Admin Stf Personnel Off GS-11 GCR/Admin Stf Personnel Off GS-12 GCR/Admin Stf Personnel Off GS-12 GCR/Admin Stf Personnel Off GS-12 ENERGY Admin Stf Personnel Off GS-12			ORR/Budget	Budget Asst	
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			ORR/Admin Stf	Trng Asst	GE- 09

2. Decision has been reserved on five positions identified by the Selary and Wage Division, Office of Personnel as being administrative in nature, since your office has not concurred in changing their service designations. These positions are:

	a. DD/I/Admin Stf	Asst to DD/I-Admin	8G
	b. OCI/O/Asst Dir	IO (Gen) (Ex)	66-15
	c. 00/CD/O/Chief	IO (Gen)	08-14
	d. MPIC/Asst for Admin	Asst for Admin	8 G
FOIAb3b1	e. 1	Admin Off (Ch)	05-14

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3. The Salary and Wage Division, which initiated the survey that resulted in the identification of the positions listed above, also identified positions in certain other categories such as those involving courier functions and activities connected with records administration. We believe that further study of these categories of positions should be made before proposals for redesignation are acted upon-especially since there are within these groups many positions encompassing multiple functions, some of which are not in the administrative area. The Director of Personnel has been requested to initiate a study to determine the appropriate designation of positions in these categories.

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Executive Officer to the Deputy Director for Support

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W. Williams

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